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ABSTRACT

In this booklet, information to assist superintendents, personnel directors, and their official recruiters in locating, recruiting, assigning and promoting qualified women and men of diverse racial and cultural backgrounds is provided. Employee concerns are outlined. Specific suggestions are given for ways of recruiting women and minorities. Listings include all licensed four year State colleges and universities in New Jersey, out of State extension programs, sources of minority, women, and black candidates, and a list of directories and professional rosters pertaining to women and minority groups. (WI)

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AN EQUAL EDUCATIONAL OPPORTUNITY
GUIDE TO RECRUITING MINORITIES AND WOMEN
AS TEACHERS, COUNSELORS AND ADMINISTRATORS

BEST COPY AVAILABLE

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Opportunity:
Nida E. Thomas, Director
New Jersey State Department
of Education
Dr. Fred G. Burke, Commissioner

Adapted From: A manuscript published by
the Equal Educational Oppor-
tunities Section; Division of
Planning and Development:
Minnesota State Department of
Education entitled "How to
Recruit Minority Group Teachers,
Counselors and Administrators"

U.S. DEPARTMENT OF HEALTH,
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"Our constitution is color-blind. But our society translates that ideal into everyday practice, the decision-maker who is color-blind is blind to injustice."

U.S. Supreme Court Justice John Marshall Harlan (1896).

What is required by Congress is the removal of artificial, arbitrary and unnecessary barriers to employment when the barriers operate invidiously to discriminate on the basis of racial or other impermissible classification (Title VII of the Civil Rights Act) proscribes not only overt discrimination but also practices that are fair in form but discriminatory in operation"

U.S. Supreme Court Justice Warren Burger (1971).

FORWARD

Schools exist because society believes they can be effective institutions in helping to mold young people into contributing members of their society.

In order for schools to serve well the society which supports them and, at the same time, to help it reach the ideals for which it strives, schools must provide opportunities for young people to learn in environments which offer a great diversity of experiences. The role of the teacher in the learning process cannot be overemphasized.

We believe that school staffs composed of personnel who represent the multiracial and ethnic diversity of this nation serve best that society for whom they exist.

Experience in administering equal opportunity laws over the past 30 years has shown that many discriminatory practices of the past remain so deeply embedded in basic institutions of society that these practices continue to have extremely unequal effect on certain groups in our population, even when the employer has no conscious intent to discriminate.

An effective affirmative action program not only benefits those who have been denied equal employment opportunity but will also greatly benefit the organization which often has overlooked, screened out or underutilized the great reservoir of untapped human resources and skills among women and minority groups.

Information contained in this booklet is intended to encourage and assist superintendents, personnel directors, and their official recruiters in locating, recruiting, assigning and promoting qualified women and men of diverse racial and cultural backgrounds.

NEW JERSEY LAW AND STATE BOARD POLICY

Each school district in New Jersey has the responsibility to provide an educational climate in which students can associate with, exchange ideas between, and enjoy the mutual admiration of a wide range of adults, including women and persons of various racial and ethnic minorities, in their roles as teachers, supervisors and administrators.

The New Jersey State Department of Education recognizes its responsibilities to provide a thorough and efficient education for each child served by the public school of the State. Through the Office of Equal Educational Opportunity, technical assistance is available to schools' districts to help them recruit minority personnel and women and to assist them with the development and assignment of minority members and women in New Jersey Public Schools.

RECRUITING AS SALESMANSHIP

While there certainly is no shortage of teachers at this time, there is, however, still a shortage of good teachers. As the demand for individuals with teaching skills, extensive specialized training and particular cultural backgrounds increases, it becomes more and more difficult for superintendents and personnel directors to locate, identify, convince and hire enough quality teachers to meet the needs of their districts. Locating and hiring the best women, minority and majority members places a heavy responsibility upon superintendents and personnel directors to become the most sincere, well-informed and dedicated recruiters in the field of education.

A successful recruiter possesses many valuable attributes, the most important of which is sincerity. Superficial treatment and lack of understanding have been the unfortunate facts of life for many minority people and women. Experience reveals that any pretentiousness is readily identified and quickly rejected. If members of recruiting teams can convince a teacher, counselor, or administrative candidate of a sincere interest in him/her and in the contribution he/she can make to the district, a very important step will have been achieved in the recruiting process.

Being well informed demonstrates professionalism and often will impress a candidate where other attempts have failed. Take along school maps showing the location of schools, travel guides showing important points of interest, brochures on all the New Jersey Colleges and Universities offering graduate and post graduate work, any books, magazine clippings, and pictures illustrating the progress made by minorities and women in New Jersey and most important a copy of the latest salary schedule for your district and hope that it compares favorably with others that they may have been offered.

Finally, a dedicated recruiter should be as helpful to a candidate as possible and answer all questions put to him to the best of his ability. Careful explanation of any unfamiliar material is very important, remembering that modus operandi vary from section to section in our nation. In short, sell the candidate on yourself, your school district, your community, and the State of New Jersey as if the education of each student in your district depends upon it. In fact, it does.

CONCERNS OF THE NEW EMPLOYEE

Leaving a familiar situation for one that is unfamiliar can be difficult. The security provided by well-known surroundings, responsive friends, and dependable services is abandoned and replaced by a strange environment and untried services. Some people can make the adjustment with ease and little assistance; others will only do so with difficulty.

Young people, newly graduated, ready and eager to start a new profession, may seek a more familiar and more secure setting in which to begin their teaching careers unless there is assistance and support to help them make the transition from the known to the unknown with little anxiety.

For many young people of racial and ethnic minorities who are beginning their teaching careers, the challenge of the situation and the desire to succeed may be overshadowed by the fear of discrimination and rejection. Thoughtful and sensitive school leaders who seek the best qualified and most representative staff can increase the effectiveness of their recruiting efforts by carefully planning ways to assist a teacher new to an area in dealing with problems which may arise.

A survey entitled "What the New Teacher Wants" was administered to minority teachers in the Minneapolis-St. Paul area by the Minnesota Department of Education. This survey was composed of four major categories: "Adequate Housing," "Leisure Activities," "Financial Help and Advice" and "Availability of Advanced Training."

Of course, the responses received in Minnesota are not necessarily the same responses one would receive if a similar tool were administered in New Jersey. In fact, we are sure the results would vary within our state from north to south, east to west, urban to suburban to rural districts. Nonetheless, the following summary of the findings of the Minnesota survey will provide you with useful insights into those ancillary concerns which often are the deciding factors in signing desirable new employees.

ADEQUATE HOUSING

Satisfactory housing is one of the greatest concerns of any new staff person but particularly of a person of minority racial or ethnic background or a woman. School district administrators could render invaluable service by making advance preparations with fair housing councils, apartment house owners, and real estate agents to provide assistance in locating and identifying proper lodging.

It is felt that new personnel are more concerned about the cost of housing and a desirable clean neighborhood, rather than about the actual composition of a particular area. School officials and community people should offer assistance to a new staff person in obtaining desired housing.

In the category of "Adequate Housing", the survey showed that 69% of new teachers were interested in seeking an apartment of their own, 15% were interested in sharing an apartment, 10% were interested in buying a home and 6% were interested in living with a married couple.

LEISURE ACTIVITIES

For a new person in the district or in the State of New Jersey his/her preference for leisure activities can create a serious problem, which is maximized when one is a minority group member. School officials can help by seeing that the new employees receive general information about entertainment. Schedules of concerts, lectures, drama productions, and sports events; listings of restaurants, night clubs, golf courses and bowling alleys; and a sportman's guide explaining New Jersey's hunting and fishing regulations along with helpful hints as to the location of game will give the new staffer a wider selection of activities from which he/she can choose.

Public transportation schedules and approximate driving time to major entertainment centers, such as Camden/Philadelphia, Newark/New York City, Atlantic City, Garden State Arts Center, should be provided new personnel.

A feeling of social acceptance is based upon interaction among people. By establishing contact with fraternal, community and religious groups, school administrators can help make community people aware of the new teacher's arrival and encourage the initial socialization through which friendships can evolve. This process would require that the school officials be aware of social fraternities and sororities, especially those with large minority memberships. District officials might inquire informally as to whether a new teacher has fraternal affiliations and what they are. They might then endeavor to identify teachers who are members of the same organization and make them aware of the pending arrival of the new staffer. It is likely that the fraternal bond would make members of the organization more receptive to a suggestion that they welcome and assist the new co-worker in settling in the community. Similar resources for racial activities are available through church and religious organizations, college alumni groups, and civic organizations closely identified with the minority communities. Social contacts are often established through community organizations of special interest to minority group individuals.

FINANCIAL ADVICE AND HELP

District recruiters should anticipate the possible financial difficulties a teacher candidate faces if he must move a considerable distance. Many young people who have just completed their formal academic preparation have had heavy demands placed on personal and family financial resources. The added cost of moving can place the first real pay day further into the future. Personnel officers sensitive to this problem should make available information as to what financial help is available to a new teacher.

While the new teacher must face one set of possible financial problems, the established administrator must deal with financial problems of a different nature. For example, is his/her pension transferable? If not, can he/she buy into the new pension program? Can the district be of assistance in the purchase or lease of a home, sale or lease of their present dwelling, reducing extensive moving costs? At what step on the salary scale would he/she enter? What would be his/her maximum? What opportunities exist for promotion and upward mobility? What is the policy regarding tuition reimbursement and in-service training?

These are the types of questions that would be most important to a certified counselor or administrator, and the effective recruiter will be able to offer satisfactory answers to most of them even if in order to do so he must draw upon community resources beyond those offered by the Board of Education.

Many school districts have employee credit unions, and upon payment of a small fee, the newly-contracted staffer becomes eligible for a signature loan. Professional teacher organizations are becoming more active in offering services to teachers. Among these services are housing information centers, insurance benefits, and loans through the organizations' credit unions. It is desirable that administrators learn of these resources and in an unobtrusive manner make available detailed information to the new employee. Two recommended resources are the local organizations of the New Jersey Education Association and the New Jersey Federation of Teachers.

Some districts may have summer programs or curriculum development projects which would afford the new staff person an opportunity to earn extra money. Such an opportunity to participate could prove to be quite an asset to both the new staffer and to the district. The opportunity for personal involvement in the development of the curriculum which he/she must use could result in total commitment of the success of the program, the school, and the community. It might also assist in the development of a feeling of acceptance by his/her co-workers which could promote a lasting friendship for some and improve intergroup relationships for others.

The Minnesota survey indicated in the category of "Financial Help and Advice," that 36% were interested in Credit Unions, 34% were interested in bank loans and 30% demonstrated an interest in salary advancement.

AVAILABILITY OF ADVANCED TRAINING

Districts are interested in securing well-trained, capable personnel for their schools. It should be of equal importance to them to encourage their teachers and administrators to keep their training up-to-date through lectures, in-service education, and formal college classes. Making information available regarding graduate courses at nearby colleges and universities is necessary and it emphasizes the importance the district attaches to the continuing process of education. Teachers may be further encouraged by being permitted to leave school following their last teaching assignment on days on which the graduate classes meet. State colleges and universities and other institutions, particularly those requiring minimal tuition, should be recommended.

In the same survey, 47% of the new teachers were interested in the "Availability of Advanced Training" through a college or university, 31% were interested in in-service training programs sponsored by the school district, and 22% were interested in district-sponsored seminars.

SOME HINTS TO THE RECRUITER
EFFECTIVE RECRUITING IN GENERAL

Important points the recruiter should keep in mind:

As often as possible the district superintendent should be personally involved in the recruitment of minority and women staffers. His mere presence reinforces more than any words the sincere desire of the district to effectively institute an affirmative action plan.

Make initial contacts as early as possible. If budget will permit, several trips should be planned--one in late Fall to give general information about the district, another in March or April to offer contracts.

Send a complete packet of printed materials to colleges well in advance of your visit. Included should be a colorful, well-designed brochure in which it is clearly indicated that the district desires to hire teachers of various racial and ethnic backgrounds.

Be empowered to offer contracts to candidates. Demands run high for quality teachers. Delays brought about by awaiting committee approval may mean losing an outstanding prospect.

Establish a good relationship with college placement officers. When possible, meet the heads of various departments.

Be informed about New Jersey credential requirements, and be prepared to assist the new employee in preparing and forwarding a credential application to the State Department of Education.

Be conversant about the climatic conditions and the geography of the area. A candidate may not be able to locate the suburban school district from which the recruiter comes but can readily identify with the metropolitan center nearby.

Clearly indicate in the interview that the district offers opportunity for advancement for the teacher.

EFFECTIVE RECRUITING OF WOMEN AND MINORITY PERSONNEL

In addition to the previous hints offered for effective recruiting in general, the personnel officer needs to give added attention to the following suggestions for recruiting minority personnel:

He should be knowledgeable about the minority composition of the area to be served by the district and about minorities who are members of other professions in the area.

He should be honest and direct in dealing with candidates. He should be honest in telling about the placement contemplated for the candidate and about the school's racial and sexual composition, attitudes of racial groups in the community toward each other, and the attitudes of the community about women's roles. The recruiter should explore the teacher's feelings about teaching in a racially-mixed class, a predominantly black class or a class composed predominantly of Caucasian, Indian, or persons of Spanish-speaking ancestry.

He should provide information regarding food costs in the district's area. Market advertisements may be offered as exhibits for the candidate to compare prices with those in the area.

He should provide information regarding transportation costs in the district.

He should equate the stipulated salary with the ultimate takehome pay, describing deductions and various fringe benefits.

Above all, the recruiter must be prepared to offer assistance to the new teacher by meeting him or her on his arrival, assisting him to get settled, and helping him establish contact with people in the community.

RECRUITING TECHNIQUES

The procedure followed in recruiting minority personnel is first to write letters to accredited colleges and universities, then follow these with telephone calls to a series of colleges and universities centrally located in one geographical area to see if a recruitment visit is possible within the same period of time. A second letter is written to the Placement Directors, stating the grade level and subject area of candidates whom you wish to interview. After confirmation letters are received from the Placement Directors, flight schedules and hotel reservations are made. A second telephone call is made to each college and university to confirm the date and to acquire the approximate number of students to be interviewed. Interviewing of candidates is scheduled in thirty (30) minute intervals.

ADDITIONAL RECRUITING TECHNIQUES

1. Exhibits and personnel at teacher fairs and conferences with materials, information and applications.
2. Appearances by consultants at various education departments to talk to undergraduates about your schools.

3. Advertising in appropriate placement journals.
4. Encourage your present personnel to send names of possible candidates with whom they are acquainted to the personnel office.
5. If possible, use recruiters who are recent graduates or have contacts at the college to talk to students and encourage them to sign up for interviews. Each teacher recruiter should bring a special recruiting kit containing information about the school system, the district, and the city and state, which can be given to candidates.

SOURCES OF MINORITY PERSONNEL

The following is a list of colleges and universities that have identified a number of their graduates who have Hispanic-American, American Indian and Afro-American backgrounds. The list in no way represents an exhaustive register of colleges and universities from which racial and ethnic minority teachers graduate. In presenting this for use, it is recognized that the number of graduates varies with each class, as does the racial and ethnic composition of each class.

The Department of Education neither presumes to judge the qualities of the institutions nor the abilities of their graduates. Each college and university is an accredited institution having met the standards of one or more of the following accrediting organizations:

New England Association of Colleges and Secondary Schools
Middle States Association of Colleges and Secondary Schools
North Central Association of Colleges and Secondary Schools
Northwest Association of Secondary and Higher Schools
Southern Association of Colleges and Schools
Western Association of Schools and Colleges

It is hoped that this information will assist school districts in implementing the policy of the State Board of Education and the State Department of Education in selecting personnel, at all levels, from all racial and ethnic groups of our society without regard to sex.

LICENSED COLLEGES AND UNIVERSITIES
IN NEW JERSEY

Ralph A. Dungan, Chancellor
Department of Higher Education
225 West State Street
Trenton, New Jersey 08625

March, 1975

Four-Year State Colleges and Universities

- * Rutgers, The State University
Dr. Edward J. Bloustein, President
New Brunswick 08903 (201-932-1766)
The Graduate School of Education, New Brunswick 08903
(201-932-17 66)
Cook College, New Brunswick 08903
(201-932-1766)
Douglass College, New Brunswick 08903
(201-932-1766)
Livingston College, New Brunswick 08903
(201-932-1766)
University College, New Brunswick 08903
(201-932-1766)
Camden College of Arts & Sciences, Camden 08102
(609-964-1766)
Newark College of Arts & Sciences, Newark 07102
(201-648-5541)
Rutgers College of Arts & Sciences, New Brunswick 08903
(201-932-1766)
- * New Jersey Institute of Technology
Dr. William Hazell, President
Newark 07102 (201-645-5321)
- * Glassboro State College
Dr. Mark M. Chamberlain, President
Glassboro 08028 (609-445-5000)
- * Jersey City State College
Dr. William J. Maxwell, President
Jersey City 07305 (201-547-6000)
- * Kean College of New Jersey
Dr. Nathan Weiss, President
Union 07083 201-527-2011
- * Montclair State College
Dr. David W. D. Dickson, President
Upper Montclair 07043 (201-893-4000)
- * Ramapo College of New Jersey
Mr. George T. Potter, President
Mahwah 07430 (201-825-2800)
- * Richard Stockton State College
Dr. Richard E. Bjork, President
Pomona 08240 (609-652-1776)
- * Trenton State College
Dr. Clayton R. Brower, President
Trenton 08625 (609-771-1855)

- * William Paterson College of New Jersey
Dr. William J. McKeefery, President
Wayne 07470 (201-881-2000)

External Degree College

- * Thomas A. Edison College of New Jersey
Dr. James D. Brown, Jr., President
Trenton 08626 (609-292-8092)

Independent Four-Year Colleges and Universities

- * Bloomfield College
Dr. Merle F. Allshouse, President
Bloomfield 07003 (201-748-9000)
- * Caldwell College
Sister M. Anne John, President
Caldwell 07006 (201-228-4424)
- * College of Saint Elizabeth
Sister Elizabeth Ann Maloney, President
Convent Station 07961 (201-539-1600)
- * Don Bosco College
Very Rev. Francis J. Klander, President protemp
Newton 07860 (201-383-3900)
- * Drew University
Dr. Paul Hardin, President
Madison 07940 (201-377-3000)
- * Fairleigh Dickinson University
Dr. Jerome Pollack, President
Rutherford 07070 (201-933-5000)
Teaneck 07666 (201-836-6300)
Madison 07940 (201-377-4700)
- * Felician College
Sister M. Justitia, President
Lodi 07644 (201-778-1190)
- * Georgian Court College
Sister Maria Cordis Richey, President
Lakewood 08601 (201-364-2200)
- * Monmouth College
Dr. Richard Stonesifer, President
West Long Branch 07764 (201-222-6600)
- * Princeton University
Dr. William G. Bowen, President
Princeton 08540 (609-452-3000)

- * Rider College
Dr. Frank N. Elliot, President
Trenton 08602 (609-896-0800)
- * Saint Peter's College
Rev. Victor R. Yanitelli, President
Jersey City 07306 (201-333-4400)
- * Seton Hall University
Rev. Thomas G. Fahy, President
South Orange 07079 (201-762-9000)
Law School, Newark 07083 (201-642-8500)
- * Stevens Institute of Technology
Dr. Kenneth C. Rogers, President
Hoboken 07030 (201-792-2700)
- * Upsala College
Dr. Carl J. Fjellman, President
East Orange 07019 (201-266-7000)

Out-of-State Extension Programs

Drexel Institute of Technology
Philadelphia, Pa.

Lehigh University
The Wetlands Institute
Dr. Sidney S. Herman, Director
P.O. Box 91
Stone Harbor 08247

LaSalle University
College of Education
Philadelphia, Pa.

Temple University
College of Education
Philadelphia, Pa. 19122

University of Pennsylvania
College of Education
Philadelphia, Pa.

Villanova University
College of Education
Philadelphia, Pa.

* Accredited by the Middle States Association
of Colleges and Secondary Schools, and/or the
relevant professional association.

Candidate for accreditation

SOME RESOURCES FOR RECRUITMENT

I. The Office of Voluntary Programs, EEOC, 1800 G St., N.W., Washington, D.C. 20506, offers the following services:

- A. The Educational Programs Division, (address above) (202) 343-7908, has available a detailed listing of "talent banks" and specialized referral sources throughout the country.
- B. The Talent Search Skills Bank (address above) (202) 343-6286, maintains a file of minority and female applicants with professional skills and can refer qualified individuals to employers.

II. Directories and Professional Rosters*

Every Affirmative Action Officer will find the following helpful:

- A. Affirmative Action and Equal Employment: A Guidebook for Employers, Volume I & II: U.S. Equal Employment Opportunity Commissioner, Washington, D.C., 20506.
- B. Equal Employment Opportunity for Minority Group College Graduates: Locating, Recruiting, Employing (1972). Compiled by Robert Calvert, Jr., \$4.95 (* prepaid) \$5.95 (if billed). Garrett Park Press, Garrett Park, Md. 20766.

A comprehensive and useful directory. Specific listings include: names, addresses, and enrollment by degree level and field of specialization of predominantly black colleges and universities, and of institutions with substantial number (numbers listed) of Spanish-Surnamed, American Indian and Oriental American students; numbers of identified minorities at all other higher educational institutions; names and addresses of media (newspapers, periodicals, broadcast) serving each minority group, a comprehensive listing of minority organizations and consulting firms, Human Rights Commissions and other agencies. The publication also has many specific suggestions on methods and techniques of recruiting and retaining minorities.

- C. A Directory of Predominately Black Colleges and Universities in the U.S., National Alliance of Businessmen, 1730 K St. N.W., Washington, D.C. 20006. (Revised Edition, 1973). Enrollment, types of degrees offered and numbers granted.

*Unless otherwise noted, publications are available without charge.

- D. Directory of Minority College Graduates 1971-72. Prepared by Manpower Administration, U.S. Department of Labor. Identifies black, Spanish-surnamed and other minority graduates of 1971 and 1972 by name, address, degree earned, and major discipline. Available from Superintendent of Documents, Government Printing Office, Washington, D.C. 20402. \$8.00.

Computer listings of these graduates by specific educational disciplines are available from: Office of Equal Employment Opportunity, Office of Assistant Secretary for Manpower, U.S. Department of Labor, Washington, D.C. 20210. Cost, if any depends on amount of computer work required.

- E. Spanish-Surnamed College Graduates. Cabinet Committee on Opportunity for the Spanish Speaking, 1707 H St., N.W., Washington, D.C. 20506. Updated annually. Includes names, addresses, college and major discipline of juniors seniors, and graduates with Spanish surnames. Listing includes schools and graduating students by state and by discipline. The Cabinet Committee also makes job referrals.
- F. Women's Caucuses, Committees and Professional Associations and Supplements: Recruiting Aids #1 and #2; and Recruiting Minority Women. Available from Association of American Colleges, Project on Status and Education of Women, 1818 R St., N.W., Washington, D.C. 20009.

Comprehensive listings include many professional registries of women in specific fields, and caucuses in professional societies which provide formal or informal referral services. Also included: organizations representing male and female minority professionals.

- G. Civil Rights Directory. Office of Information, U.S. Commission on Civil Rights, 1121 Vermont Ave., N.W., Washington, D.C. 20225. Lists major national and local civil rights, educational, women's, religious, and fraternal organizations, and public agencies (local, state, and federal) responsible for enforcing civil rights laws.
- H. Directory of Spanish-Surnamed and Native Americans in Science and Engineering. Dr. Joseph Martinez, Foundation for Promoting Advanced Studies, 464 Furnace Road, Ontario, N.Y. 14519.
- J. Women's Organizations and Leaders: 1975 Directory of Women's Organizations. Today Publications, National Press Building, Washington, D.C. 20004. \$25.00 Comprehensive listing indexed geographically (by state) and by subject of major activity. Includes national, state, and local organizations.

Organizational Resources

Following are some major national organizations prepared to make referrals or to direct the employer to their local units which can refer minorities and females at various skill levels.

A. General Resources

1. Local Employment Services Offices are important referral sources. (Consult local telephone directory). Urban areas have professional listings.
2. City and State Human Resources Departments and Human Rights Commissions* may be helpful referral sources.
3. Regional Offices of Manpower Administration, U.S. Department of Labor.**

B. Some National Organizational Referral Sources for Minorities (Male and Female) at Various Skill Levels.

1. Americans for Indian Opportunity
1820 Jefferson Place, N.W.
Washington, D.C. 20036
2. American G.I. Forum
P.O. Box 336
Beeville, Texas
(512) 358-2535
3. Bureau of Indian Affairs
Indian Federal Employment
Referral Program
Albuquerque, New Mexico 87103
4. Commonwealth of Puerto Rico
Department of Labor - Migration Division
322 West 45th Street
New York, New York 10036
(212) 245-0700
5. League of United Latin American Citizens (LULAC)
10966 LeCont Avenue
Los Angeles, California 90024
(213) 679-8225
6. National Alliance of Businessmen
1730 K Street, N.W.
Washington, D.C. 20006
(202) 254-7105

Local units in 150 cities provide referrals and funds for training.

7. National Association for the Advancement of Colored People (NAACP)
1790 Broadway
New York, New York 10012
(212) 751-0300
 8. National Puerto Rican Forum, Inc.
214 Mercer Street
New York, New York 10012
(212) 533-0100
 9. National Spanish Speaking Management Association
1625 Eye Street, N.W.
Washington, D.C. 20006
(202) 785-3500
 10. National Urban League
National Skills Bank
477 Madison Avenue, 18th Floor
New York, New York 10022
(212) 751-6077
 11. Opportunities Industrialization Centers (OIC)
(Headquarters)
100 West Coulter Street
Philadelphia, Pa. 19144
(215) VI9-3010
- Local OIC's provide job training and referrals.
12. Puerto Rican Research & Resource Center
1519 Connecticut Avenue, N.W.
Washington, D.C. 20036
(202) 677-7940
 13. Service Employment Rehabilitation (SER)
9841 Airport Blvd., Room 1020
Tishman Building
Los Angeles, California 90045
(213) 649-1511

C. Some National Referral Sources for Women with Specific Skills

1. American Association of University Women
2401 Virginia Avenue, N.W.
Washington, D.C. 20037
(202) 785-7750

Compiles lists of professional registries in all major fields.

2. National Federation of Business & Professional Women's Clubs Talent Bank
2012 Massachusetts Avenue, N.W.
Washington, D.C. 20036
(202) 293-1100

In cooperation with more than 20 women's professional organizations, maintains a file of professional women's resumes which are matched to employer requests.

3. National Organization for Women (NOW)
1957 East 73rd Street
Chicago, Illinois 60649
(312) 324-3067

Local units may provide some referrals.

4. National Association of College Women
4620 Kossuth Avenue
St. Louis, Missouri 63115

An association of Black college graduates. Provides some informal referral services.

Black Service groups. (Can provide some referrals.)

5. Professional Women's Caucus
P.O. Box 1057
Radio City Station
New York, New York 10019

6. Women's Equity Action League (WEAL)
538 National Press Building
Washington, D.C. 20004
(202) 638-4560

Units of this organization in 30 states provide informal referrals of professional women.

7. Federation of Organizations for Professional Women
1346 Connecticut Avenue, N.W.
Washington, D.C. 20036
(202) 833-1998
Report on Registries. Lists 36 women's organizations with professional registries. \$5.00 (1973)

Additional Reference. A 214-page Directory for Reaching Minority Groups, issued by the Bureau of Apprenticeship and Training, U.S. Department of Labor, in August, 1973, lists Federal, state, and local governmental units, community action agencies, educational institutions, fraternities, sororities, press-broadcast media and religious minority organizations by State and city, with addresses and telephone numbers. Single copies may be obtained without cost from Office of Information, Manpower Administration, U.S. Department of Labor, Washington, D.C. 20210.

SOURCES OF BLACK PERSONNEL

The following is a list of Colleges and Universities with predominately black enrollment.

COLLEGES AND UNIVERSITIES WITH PREDOMINATELY BLACK ENROLLMENT

ALABAMA

Alabama State University

Contact placement office: Arthur D. Barnett, 915 So. Jackson Street, Montgomery, Alabama. Dawnelly Field 5 miles

Miles College

Contact placement office: Mrs. Alice P. Allen, 5500 Avenue G., Birmingham, Alabama, (205) 786-5281 Ext. 7. Municipal Airport (Birmingham) 13 miles.

Oakwood College

Contact placement office: Dr. C.E. Hogan, Oakwood Road, N.W., Huntsville, Alabama 35806, 539-9461 Ext. 260. Huntsville Airport 12 miles.

Stillman College

Contact placement office: Jerry L. Campbell, Box 1430, Tuscaloosa, Alabama 35401, 752-2548. Tuscaloosa Airport 10 miles.

Talladega College

Contact placement office: James W. Adams, Talladega, Alabama, 362-4839. Birmingham Municipal Airport 50 miles.

ARKANSAS

Arkansas A & M College

Contact placement office: Alton Boyd, Sol 367-6811 Ext 27, College Heights, Arkansas 71655, Pine Bluff, Airport 50 miles. Pine Bluff, Ark.

Philander Smith College

Contact placement office: Mrs. Luella H. Casson, 819 West 13th St., Little Rock, Arkansas, 501-375-9845. Adams Field 3 miles.

DELAWARE

Delaware State College

Contact placement office: Samuel M. Hall, North Dupont Hwy., Dover Delaware, 302-734-8271 Ext. 287 Philadelphia International Airport

DISTRICT OF COLUMBIA

Howard University

Contact placement office: Mrs. Marian V. Coombs, Washington, D.C. National Airport approx. 5 miles. Washington D.C.

D.C. Teachers College

Federal City College

FLORIDA

Bethune-Cookman College

Contact placement office: Edward R. Rodriguez, Daytona Beach, Florida 225-1401 Est. 283. Municipal Airport 3 miles.

Florida A & M University

Contact placement office: C.C. Cunningham, Box 158, Tallahassee, Florida, 222-8030 Ext. 5403, 531, Tallahassee Municipal Airport 3 miles.

Florida Memorial College

Contact placement office: Dr. B.H. Puryear, 15800 N.W. 42nd Avenue, Miami, Florida, 625-4141 Ext. 72. Miami International Airport 15 miles.

GEORGIA

Albany State College

Contact placement office: Bennie L. Walker, Holley Blvd., 435-3411 Ext. 350, Albany, Georgia. McAfee Airport 3 miles.

Atlanta University Atlanta, Georgia

Clark College Atlanta, Georgia

Fort Valley State College

Contact placement office: Ralph P. Malone, P.O. Box 416, 825-8281 Ext. 261 Fort Valley, Georgia 31030. Macon Airport 20 miles.

Morehouse College Atlanta, Georgia

Morris Brown College Atlanta, Georgia

Savannah State College

Contact placement office: Dr. Thelma Harmond, 912-354-5717, Savannah, Georgia 31404. Travis Field 15 miles.

Spellman College Atlanta, Georgia

KENTUCKY

Kentucky State College

Contact placement office: Mr. Frank E. Austin, Jr., New Classroom Bldg., 502-564-5948 Frankford, Kentucky 40601. Bluegrass Field-Lexington, Kentucky 25 miles.

LOUISIANA

Dillard University

Contact placement office: E. G. Alexander, New Orleans, Louisiana 70122. Moisant International Airport 15 miles.

Grambling College

Contact placement office: Leon Whittaker, P.O. Box 466, 247-3761 Ext. 346, Grambling, Louisiana. Monroe Airport, Monroe, Louisiana 40 miles.

Southern University

Contact placement office: Kerney Laday, Southern Brand Post Office, 775-6300 Ext. 219, Baton Rouge, Louisiana. Ryan Airport 5 miles.

Xavier University of Louisiana

Contact Director of Career Planning & Placement, 7325 Palmetto Street, 486-7411 Ext. 269, New Orleans, Louisiana. Moisant International Airport 7 miles.

MARYLAND

Choppin State College

Contact placement office: Charles W. Ward, 2500 W. North Ave., L.A. 3-1111, Baltimore, Md. Friendship Airport 10 miles.

Morgan State College

Contact placement office: George MacDonald, Coldspring La & Hillen Rd. 323-2270 Ext. 255-254, Baltimore, Md. Friendship Airport 12 miles.

MISSISSIPPI

Tougaloo College

Contact placement office: A.A. Branch, 982-4242, Tougaloo, Mississippi. Allen Thompson Field, Jackson, Mississippi 19 miles.

MISSOURI

Lincoln University

Contact placement office: James A. Saunders, 6363-8121, Jefferson City, Missouri. Columbia Regional Airport 20 miles.

NORTH CAROLINA

Barber-Scotia College

Contact placement office: Ralston M. Kelly, 786-5171 Ext. 270, Concord, North Carolina. Douglas Airport 28 miles.

Bennett College

Contact placement office: Mrs. Allote J. Barnes, 275-9791 Greensboro, North Carolina. Greensboro High Point Airport 7 miles.

Elizabeth City State University

Contact placement office: Mr. Rinaldo Lawson, Parkview Drive, 335-5185, Elizabeth City, North Carolina. United States Coast Guard Base 2 miles.

Fayetteville State University

Contact placement office: M.J. Yarboro, 483-6144, Fayetteville, North Carolina 28301. Municipal Airport (Granis Field 12 miles.)

Saint Augustine's College

Contact placement office: Miss Gloria J. Johnson, 828-4451, Ext. 36, Raleigh, North Carolina 27602. Raleigh-Durham Airport 18 miles.

NORTH CAROLINA (CONTINUED)

Livingstone College

Contact placement office: Mrs. Doris P. Jones, 633-5445, Salisbury, North Carolina. Douglas Municipal Airport 45 miles.

Shaw University

Contact placement office: Dr. Mark M. Atlinson, 833-3812, Raleigh, North Carolina. Raleigh-Durham Airport 14 miles.

Winston-Salem State University

Contact placement office: Mr. Hamlet E. Goore, 725-3563, Winston-Salem, North Carolina. Smith-Reynolds Airport 4 miles.

OHIO

Central State University

Contact placement office: Mr. David Youngblade, Arnett Hall, 376-7613, Wilberforce, Ohio 45384. Dayton Municipal Airport-Vandalia 32 miles.

Wilberforce University

Contact placement office: Ermin L. Frey, 372-8074, Wilberforce, Ohio, Dayton Airport 22 miles.

OKLAHOMA

Langston University

Contact placement office: Roy L. Watson (405) 466-2821, Langston, Oklahoma. Will Rogers Airport, Oklahoma City, Oklahoma 40 miles.

PENNSYLVANIA

Cheyney

Contact placement office: James Peal, 399-6880 Ext. 320, Cheyney, Pa 14319. International Airport 40 miles.

PENNSYLVANIA (CONTINUED)

Lincoln University

Contact placement office: Carl F. Brown, (215) 932-8300, Lincoln University, Pa. 19352, Philadelphia International Airport 45 miles.

SOUTH CAROLINA

Benedict College

Contact placement office: Willie Williams, Harden & Blanding Sts. 779-4930, Columbus, South Carolina. Columbia Metropolitan Airport 10 miles.

South Carolina State College

Contact placement office: Mrs. Daisy Dunn Johnson, 534-6560, Orangeburg, South Carolina 29115. Columbia Metropolitan Airport 42 miles.

TENNESSEE

Fisk University

Contact placement office: Philip J. Winkfield, Heritage House, 17th & Meharry Blvd., 244-3580 (242-243) Nashville, Tennessee 37203 Municipal Airport 14-16 miles.

Knoxville College

Contact placement office: (Miss) Carolyn Crawford, 901 College St., Northwest (615) 546-0751 Ext. 248, Knoxville, Tennessee 37921. McGhee-Tyson Airport 13 miles.

Lane College

Contact placement office: Mr. Kapel Kirkendoll, 424-4600, Jackson Tennessee, McKellar Field 7 miles.

LeMoyne-Gwen College

Contact placement office: J.J. Williams, 807 Walker Ave., 948-6626, Memphis, Tennessee. Memphis International Airport 10 miles.

TEXAS

Bishop College

Contact placement office: W.E. Hogan, 3837 Simpson-Stuart Rd., FR6-4311, Dallas, Texas, Lovefield Airport 20 miles.

Huston-Tillotson College

Contact placement office: Mrs. Lavon Marshall, 1820 E. Eighth St., 476-7421, Ext. 40, Austin, Texas. Municipal Airport 4 miles.

Jarvis Christian College

Contact placement office: Jerome L. Donaldson, 769-2841, Hawkins, Texas 75765. Tyler, Texas-Municipal Airport 20 miles.

Texas Southern University

Contact placement office: Mr. Elva K. Steward, 3201 Wheeler St., (713) 528-0611, Ext. 206, Houston, Texas. Houston International Airport 30 miles.

Wiley College

Contact placement office: Bishop B. Curry, Jr., Wiley College, (214) 935-2157, Marshall, Texas. Trans-Texas Airport, Longview, Texas 25 miles.

VIRGINIA

Hampton Institute

Contact placement office: Fred G. Scott, East Queen St., 723-6581, Ext. 228, Patrick Henry Airport, Newport News, Virginia 15 miles.

Saint Paul's College

Contact placement office: James B. Cooley, 848-3111, Ext. 44, Lawrenceville, Virginia 23868. Byrd Airport 75 miles.

VIRGINIA (CONTINUED).

Virginia State College

Contact placement office: Mr.
Alphonso McCain, 526-5111, Byrd-
field Airport, Richmond, Virginia
22 miles.

Virginia Union University

Contact placement office: Phillip
H. Brunson, Jr., 1500 North Lombardy
St., (703) 355-0631, Richmond, Virginia.
Byrd Airport 10 miles.

The following list contains suggested black persons, organizations, and newspapers to be approached for recruiting teachers, counselors, and administrative personnel.

LOCAL

Union County Urban League
Gilbert Rozier, Director
692 Bay Way
Elizabeth, New Jersey

New Brunswick Urban League
Roy Epps, Director
47 Phroop Avenue
New Brunswick, New Jersey

N.A.A.C.P.
N.A.A.C.P. - N.J. State
Irene Smith, Director
512 Glassboro Road
Wenonah, New Jersey 08090

Local Chapters of Alpha Kappa Alpha:

Epsilon Upsilon Omega
Contact Person: Anne K. Stephens,
181 Somerset St., Trenton, N.J.
08638

Theta Kappa Omega
Contact person: Lethetta D.
Forbes, 644 North Kentucky Ave.,
Atlantic City, N.J. 08401

Theta Pi Omega
Contact person: Adrienne Burnett,
2302 Baird Blvd., Camden, N.J. 08105

Theta Phi Omega
Contact person: Marilyn L. Green,
36-B Rutgers Rd., Piscataway, N.J.
08854

Gamma Zeta
Contact person: Dariel Hubbard
8 Bellaire Dr., Montclair, N.J. 07042

Minority Caucus, N.J.E.A.
95 Washington Street, Apt. 3-R
East Orange, New Jersey 07017

Office of Equal Educational
Opportunity
Nida Thomas, Director
N.J. State Department of Education
225 West State Street
Trenton, New Jersey 08625
(609) 292-4343

New Jersey Council of Administra-
tive Women
Contact Person: Carol Hosteller,
Department of Education, Livingston
College, Rutgers University,
Piscataway, New Jersey

Beta Alpha Omega
Contact person: Dorothy Mayner
142 East Ninth Ave., Roselle,
N.J. 07203

Iota Epsilon Omega
Contact person: Wilma Jones,
1389 Van Duyn Place, Teaneck,
N.J. 07666

NATIONAL

Mr. Joe L. Reed, Executive Secretary
Alabama State Teachers Association
853 Thurman Street
Montgomery, Alabama 36104
(205) 263-0511

Mr. T.E. Paterson, Executive Secretary
Arkansas Teachers Association
1306 Wright Avenue
Little Rock, Arkansas 72206
(501) 375-2321

Mr. Ron Kreulen, Acting Director
Pr & R
Florida Education Association
208 West Pensacola Street
Tallahassee, Florida 32304
(904) 244-1161

Dr. H.E. Tate, Executive Secretary
Georgia Teachers & Education Assoc.
201 Ashby Street, N.W.
Atlanta, Georgia 30314
(404) 522-7512

Mr. J.K. Haynes, Executive Secretary
Louisiana Education Association
1335 North Boulevard, Box 167
Baton Rouge, Louisiana 70821
(504) 343-1306

Mr. C.J. Duckworth, Executive Secretary
Mississippi Teachers Association
1328 Lynch Street
Jackson, Mississippi 39203
(601) 354-5351

Mr. E.B. Palmer, Executive Secretary
North Carolina Teachers Association
125 East Hargett Street
Raleigh, North Carolina 27601
(919) 832-3959

Mr. W.E. Solomon, Associate
Executive Secretary & Director
of Special Services
South Carolina Education Assoc.
421 Zimacrest Drive
Columbia, South Carolina 29210
(803) 779-3420

Mr. Fitz Turner, Director of
Special Services
Virginia Education Association
116 South Third Street
Gamble's Hill
Richmond, Virginia 23219
(703) 648-1616

Dr. Vernon McDaniel, Executive
Director
Commission on Democracy in
Education
Box 8994
Dallas, Texas 75216
(214) 376-4311

Mr. Joseph L. Howell
The Research Council of the Great
City Schools
1819 H Street, N.W.
Washington, D.C. 20006
(202) 293-7603

BLACK NEWSPAPERS IN THE U.S. WITH CIRCULATION OVER 10,000

ALABAMA

Birmingham Mirror

CALIFORNIA

Los Angeles Sentienel
Oakland California Voice
San Diego Lighthouse
San Francisco Independent

DISTRICT OF COLUMBIA

Washington Afro-American

FLORIDA

Jacksonville Florida Star-News
Jacksonville Florida Tattler
Miami Florida Times
Tampa Florida Sentienel

GEORGIA

Atlanta Daily World
Valdosta Telegram

ILLINOIS

Chicago Courier
Chicago Daily Defender
Chicago News Crusader

INDIANA

Gary American
Indianapolis Recorder

LOUISIANA

New Orleans Louisiana

MARYLAND

Baltimore Afro-American

MASSACHUSETTS

Springfield Sun

MICHIGAN

Detroit Michigan Chronicle
Detroit Tribune

MINNESOTA

Minneapolis Spokesman
Twin Cities Observer
St. Paul Recorder
St. Paul Sun

MISSOURI

Kansas City Call

NEBRASKA

Omaha Star

NEW JERSEY

Newark New Jersey Herald News

NEW YORK

Brooklyn New York Recorder
Buffalo Criterion
Buffalo Empire Star
New York Amsterdam

NORTH CAROLINA

Charlotte Post
Durham Carolina Times
Raleigh Carolinian
Wilmington Journal

OHIO

Cleveland Call and Post

OKLAHOMA

Oklahoma City Black Dispatch

PENNSYLVANIA

Philadelphia Independent
Philadelphia Tribune
Pittsburgh Courier

TEXAS

Fort Worth Mind
Houston Forward Times

VIRGINIA

Norfolk Journal & Guide
Richmond Afro-American
Roanoke Tribune

PREDOMINANTLY BLACK FRATERNITIES AND SORORITIES

FRATERNITIES

Alpha Phi Alpha
4432 South Parkway
Chicago, Illinois 60653

SORORITIES

Alpha Kappa Alpha
5211 South Greenwood Avenue
Chicago, Illinois 60615

FRATERNITIES (CONTINUED)

Kappa Alpha Psi
2320 North Broad Street
Philadelphia, Pennsylvania 19132

Omega Psi Phi
107 Rhode Island Avenue, N.W.
Washington, D.C. 20002

Phi Beta Sigma
1105 Prospect Place
Brooklyn, New York 11213

SORORITIES (CONTINUED)

Delta Sigma Theta
1814 M Street, N.W.
Washington, D.C. 20036

Sigma Gamma Rho
2515 Ethel Street
Indianapolis, Indiana 46208

Zeta Phi Beta
1734 New Hampshire Avenue, N.W.
Washington, D.C. 20009

DATA SOURCES

Women's Bureau, Employment Standards Administration,
U.S. Department of Labor, Washington, D.C. 20210

- A. A Guide to Sources of Data on Women and Women
Workers for the United States and for Regions,
States and Local Areas.

This comprehensive guide lists major data sources on population, education, civilian labor force, employment, unemployment, occupation, industry and labor reserve, indicating in each case whether data is available by region, state, or SMSA. It includes basic data sources on minorities as well as women. Cited are: materials from Census Bureau, U.S. Department of Health, Education & Welfare, and extensive materials from U.S. Department of Labor's Bureau of Labor Statistics and Employment Standards Administration.

Also available from the Women's Bureau:

- B. Women Workers in Regional Areas and in Large
States and Metropolitan Areas. (1971)
- C. Facts on Women Workers of Minority Races. (1972)

The Women's Bureau regularly prepares tabulations by state of selected data on women workers. Requests data on particular states from the Bureau.

Equal Employment Opportunity Commission, Office of Research,
2121 K St., N.W., Washington, D.C. 20506

Educational Data Sources

- A. Statistics Concerning Doctorates Awarded to Women.
Available from Association of American Colleges, Project on the Status and Education of Women, 1818 R St., N.W., Washington, D.C. 20009. A compilation of three (3) studies indicating percentage of doctorates awarded to women in various disciplines, and by specific institutions for the period 1953-1969.
- B. Fall Enrollment in Higher Education. Enrollment by Sex, full-time and part-time attendance, nationally, and by institution. (Annual) Available from Government Printing Office address above. \$2.00
- C. Summary Reports. Doctorate Recipients from U.S.
Universities.

(Annual Reports from 1969-1972). National Research Council, National Academy of Science, 2101 Constitution Ave., N.W., Washington, D.C. 20418. Field of doctorate, present area of employment and other data by sex. 1973 survey will include race.

- D. Equal Employment Opportunity for Minority Graduates (see p. C-1) is also a good information source on minority graduates.

State and Local Data Sources

In addition to sources already listed, the following sources can provide useful detailed local data:

- A. State and Local Employment Services.* Basic data and special studies on employment and unemployment. Many State Services prepare special skill employment and unemployment surveys, market studies, etc. Contact Offices of Research, Employer Relations or Labor Market staff at state level.
- B. State and City Department of Human Resources, and Department of Industry, Labor or Commerce also prepare employment, unemployment and skill surveys. A listing of major state (as well as Federal) agencies concerned with manpower, employment, industrial relations and fair employment practices that can provide data and information on training programs and recruitment sources is: Labor Offices in the United States and Canada, Employment Standards Administration, U.S. Department of Labor, Washington, D.C. 20210
- C. Local and State Chambers of Commerce. (Consult telephone directory).
- D. Regional Offices, Equal Employment Opportunity Commission.** Further assistance on data and recruitment sources.
- E. Regional Offices, Manpower Administration, U.S. Department of Labor.* Information on employment, training and job programs.
- F. Regional Offices, Women's Bureau, U.S. Department of Labor.**
- G. Local Offices of Urban League, Urban Coalition, and other minority organizations.***

NATIONAL PUBLICATIONS FOR TEACHER RECRUITMENT

ASCUS -- Association for School
College and University Staffing
14 East Chocolate Avenue
Hershey Pennsylvania 17033

Index of Opportunity in Teaching
Resource Publication Inc.
Post Office Box 381
Princeton, New Jersey

NEA*SEARCH
1201 16th Street Northwest
Washington, D.C. 20036

COLLEGES AND UNIVERSITIES WITH SIGNIFICANT HISPANIC ENROLLMENTS
IN NEW JERSEY

Glassboro State College

Jersey City State College

Kean College of New Jersey

Montclair State College

Essex County College

Saint Peters College

HISPANIC NEWSPSPERS AND MEDIA CONTACTS

Channel 41
Mr. Blanco
941 Main Street
Paterson, New Jersey

W.A.D.O.
205 East 42nd Street
New York, New York

El Diario La Prensa
Domingo Roche
Carlos Morales
181 Hudson Street
New York, New York

W.B.N.X.
801 Second Avenue
New York, New York
Mrs. Elso Eaton

El Tiempo
Frank Lugovina
2248 Broadway
Mirado Building
New York, New York

W.H.O.M.
136 West 52nd Street
New York, New York
Ralph Constantino

La Tribuna
Carlos Bidot
70 Kossuth Street
Newark, New Jersey

Paul Merkoski
Atlantic City Orcess
Vineland Bureau
West Landies Avenue
Vineland, New Jersey

Jack Hurst
Philadelphia Bureau
State Capital
Trenton, New Jersey

New York Times
Trenton Bureau
State Capital
Trenton, New Jersey

Philadelphia Bulletin
Trenton Bureau
State Capital
Trenton, New Jersey

Philadelphia Inquirer
Trenton Bureau
State Capital
Trenton, New Jersey

Associated Press
Trenton Bureau
State Capital
Trenton, New Jersey

Channel 52
Ramon Negrón

Channel 6
Diego Castellanos

W.C.T.C.
385 George Street
New Brunswick, New Jersey
John Taylor

W.C.A.M.
City Hall, Camden
Spanish Show
Camden, New Jersey

HISPANIC
ORGANICATIONAL LIST

ASBURY PARK

Inmaculada Federal
Credit Union
P. O. Box 7
Asbury Park, N. J. 07712
Pres. Luiz Luna

Puerto Rican Civic
Association
P. O. Box 243
Asbury Park, N. J. 07712
Pres. Luz E. Leon

CAMDEN

Centro Catolico
832 South 4th Street
Camden, N. J. 08103
Dir. Yolanda Aguilar De Neely
609-964-2133

Centro Comunal Borincano
617 N. 2nd St.
Camden, N.J. 08102
Dir. Miriam Small
609-541-3696

Mi Casita
551 Spruce St.
Camden, N.J. 08107
Dir. Freddie Feliciano

People's Resources & Manpower Services
Dir. Robert A. Rodriguez
712 Federal Street
Camden, N.J. 08103
609-541-7454

Puerto Rican Development
Corporation
P.O.Box 1503
Camden, N.J. 08101
Acting Pres. Hector Machado

BLACKWOOD

Veterans Representatives
Camden City Community College
Blackwood, N. J.
Mr. Edwin Morales

DOVER

Cuban Cultural Club
10 E. Blackwell St.
Dover, N. J. 07801

Dover Neighborhood Center
24 Blackwell St.
Dover, N.J. 07801
Dir. Juan Cruz
201-361-2927

Dover N. J. Spanish American
Federal Credit Union
24 E. Blackwell St.
Dover, N.J. 07801
Dir. Francisco De Jesus
201-361-2926
2927

Holy Rosary Church
38 Myrtle Avenue
Dover, N.J. 07801
Rev. Felipe Carvajal
201-361-2725

Primer Paso School
71 Richards Avenue
Dover, N. J. 07801

Day Care 100
117 Jefferson St.
Hoboken, N.J.

N.J. Organization of
P.E. Educator
c/o 250 Prospect St. #308
East Orange, N.J. 07017

Puerto Rican Institute
Seton Hall University
South Orange, N.J.
Coordinator: Milagros Collazo

ELIZABETH

Casa Puerto Rico
131 Court St.
Elizabeth, N.J. 07206
Dir. Manuel Perez

PROCEED
715 Elizabeth Ave.
Elizabeth, N.J. 07206
Dir. Rafael Vargas
201-527-1005

HOBOKEN

Rev. Jose Gonzalez
1101 Bloomfield Ave.
Hoboken, N.J.
201-656-8317

JERSEY CITY

Downtown Youth Center
258 1st St.
Jersey City, N.J. 07302
Dir. George Flores
201-256-8471
332-1800

PACO
355 Grove St.
Jersey City, N.J. 08302
Dir. Perfecto Oyola
201-432-3202

Spanish Community Center
1 Summer St.
Landisville, N.J. 08326
Dir. Lydia Muñoz
609-697-9810

LONG BRANCH

Spanish Fraternity
191 Broadway
Long Branch, N.J.
Pres. Dimas Montalvo
201-229-4655

NEWARK

ASPIRA
786 Broad St.,
Newark, N.J. 07102
201-642-8080

Bilingual Program
Board of Education
31 Green St.
Newark, N.J. 07102
Acting Administrator:
Mrs. Rosa Acosta

Maria Blake
Rutgers University
Department of Comm. Education
18 Washinton Place
Newark, N.J. 07102

Cidra Social Club
271 Orange St.
Newark, N.J. 07102
Pres. Elias Fontanes

H.O. Construcción
285 Broad St.,
Newark, N.J.
Description:
Training Program

Familias Unidas
34 Bloomfield Ave.
Newark, N.J. 07102
Dir. Carmen N. García

F.O.C.U.S.
443 Broad St.
Newark, N.J. 07102
Pres. Jose Rosario
201-624-2528

FOCUS Economic Development
1 Bloomfield Ave.
Newark, N.J. 07102
Dir. Thomas Moya

Greater Newark Urban Coalition
24 Commerce St.
Suite 605
Newark, N.J. 07105
Cont. Fernando Zambrana

Latin American Cultural Center
65 Central Ave.
Newark, N.J.
Pres. Olga Frias

Metropolitan Ecumenical
Ministry
969 MacCarther Highway
Newark, N.J. 07114
201- 623-9224

Newark Public Information Office
45 Brandford Place
Newark, N.J. 07102
ATT. Raul Davila

North Newark Spanish Assoc.
86 Broadway
Newark, N.J. 07102
Pres. Perfecto Martinez

PRO
Rutgers University
101 Washington St.
Newark, N.J. 08901

Project We
Rutgers University
91 Halsey St.
Rm. 314
Newark, N.J. 07102
Dir. Elba Gonzalez

Puerto Rican Studies
Smith Hall
Rutgers University
Newark, N.J. 08903
Ms. Marie Rivera

Mr. Olimpio Sobrino
Director of N.E.D.A.
Nat. Economic Devel. Assoc.
Raymond Commerce Bldg.
1100 Raymond Blvd.
Suite 802
Newark, N.J. 07102

Utuadefios Social Club
1125 Bread St.
Newark, N.J. 07102

NEW BRUNSWICK

Centro Comunal
Biblio Tecarrio
Drift & Suydam Sts.
New Brunswick, N.J. 08901
Coordinator: Alice Garcia
201-828-7774

Gloria Maldonado
Labor Education Center
Ryders Lane & Clifton Ave.
New Brunswick, N.J. 08901

P.R.A.B.
20 Joyce Kilmer Avenue
New Brunswick, N.J. 08901
Dir. Edwin Gutierrez
201-828-4555

Baez Enterprises
45 Paterson St.
New Brunswick, N.J. 08901
Dir. Damian Baez
201-249-6645

Project Happiness
45 Paterson, St.
New Brunswick, N.J. 08901
Coordinator: Ariel Ayala
201-249-6645

PASSAIC

Liga La Amistad
46 Martha Place
Passaic, N.J. 07055
Pres. Pedro Diaz

PEMBERTON

Mr. Barretto
President of Cooperativa Social
Cultural Hispana Americana
P.O. Box 59
Pemberton, N.J.

PENNSAUKEN

Mr. Tom Gardea
Camden City Vocational School
Browning Road
Pennsauken, N.J.

PERTH AMBOY

MCEOC
279 State St.
Perth Amboy, N.J. 08861
Dir. Nick Rivera
201-324-1580

Abraham Espada
c/o Neighborhood Health
Center
208 Hall Avenue
Perth Amboy, N.J. 08861
201-442-3700

Puerto Rican Assoc. for
Human Development
333 High St.
Perth Amboy, N.J. 08861
Dir. Israel Gonzalez
201-442-1081

SCOP
127 Watchung Ave.
Plainfield, N.J. 07061
Dir. Raul Vicente
201-757-8649

PATERSON

Casa Program
334 Main St.
Paterson, N.J. 07405
Dir. Eusebio Feliciano
201-523-5452

Latin American Day Care
Center
53-57 Marshall St.
Paterson, N.J.
Rev. Migual Mena
201-684-1301

P.R. Assoc. for Community
Action
327 Main St.
Paterson, N.J. 08863
Sect. Julia Torres

PATERSON

Puerto Rican Registration Drive
34 E. 35th St.
Paterson, N.J. 07505
Bres. Manuel Torees

Puerto Rican Parade
327 Main St.
Paterson, N.J. 07505
Cont. Jose A. Lugo

SWEDESBORO

P.R. Youth In Action
242 Kings Highway
Swedesboro, N. J.
Dir. Martha Benavides
609-467-3151

TRENTON

City Hall
East State St.
Trenton, N.J. 08608
Cont. Sammy Armenia
609-392-3441X 320

Commission for P.R. Rights
223 Center St.
Box 605
Trenton, N.J. 08611
Dir. Jack Horta

John J. Grien
Mercer Manpower
Training Skills Ctr.
942 Prospect St.
Trenton, N.J. 08618

Mrs. Falcon, Director
Mid-City Learning Center
235 E. Hanover St.
Trenton, N.J. 08608
609-397-7638

Tony Intorelli
Employment Service
Hermitage Avenue
Trenton, N.J. 08618
609-292-6400

TRENTON

P.R. Community Assoc.
362 S. Broad St.
Trenton, N.J. 08611
Dir. Luis Torres
609-392-6164

Puerto Rican Council
114 N. Montgomery St.
Trenton, N.J. 08608
Dir. Jose Santiago
609-392-5349

Mrs. Baxber
Red Cross - Project Home
399 W. State St.
Trenton, N.J. 08608

South Trenton Community Center
310 S. Broad St.
Trenton, N.J. 08611
609-392-4094

Mr. Albert Gray
Superintendent
Trenton State Prison
Trenton, N.J. 08611

Mr. Rich Angelate
Trenton Employment Service
8 E. Hanover St.
Trenton, N.J. 08608
609-292-2121

Trenton Urban League
E. Hanover St.
Trenton, N.J. 08608
Dir. Ray Rivera
609-393-1512

UNION CITY

North Hudson Cap
520 28th St.
Union City, N.J.
Cont. Nilda Gordil

Puerto Rican Day Parade
322 10th St.
Union City, N.J.
Dir. Jose Rivera

Julia Valdivia
City Hall
Union City, N.J.

VINELAND

Casa Prac
2250 S. W. Boulevard
Vineland, N.J.
Dir. Hilda A. Irizarry
609-692-2331

Centro Catolico Hispano
410 S. 8th St.
Vineland, N.J. 08360
Dir. Father Yori
609-692-8992

Farmworkers Corp
(Central Office)
5 S. State St.
Vineland, N.J.
Dir. Alex Morisey
609-691-7101

Vet. Administration
Office of General Counsel
Washington, D.C. 20420

Mr. Antonio Caraballo
Pres. of Spanish American Club
Club House Road & Greek Road
Willingboro, N.J.

Ultima Hora
350 Fifth Avenue
New York, New York 10001
212-695-4456

Rev. Migual Salas
275 2nd St.
Elizabeth, N.J.

George Guzman
258 10th St.
Hoboken, N.J.

Freeholder Fernando Colon
City Hall
280 Grove St.
Jersey City, N.J.

Ramon Aneses, Dep. Mayor
City Hall
Broad St.
Newark, N.J.

Hilda Hidalgo, Chairperson
Dept. of Comm. Development
Rutgers University
Livingston College
New Brunswick, N.J.

Multi-Lingual Center
374 Grand Street
Paterson, N.J.
Dr. R. Sandoval

Latin American Day Care
Center
53-57 Marshall St.
Paterson, N.J.
Rev. Miguel Mena

U.P.R.A.
Ramon Carrion, Esq.
337 Park Avenue
Paterson, N.J.

El Tiempo of Central Jersey
203 W. 7th St.
Plainfield, N.J. 07060
Dir. Victor M. Jaramillo

Salem Community College
P.O. Box 551
Salem, N.J.
Dir. Raquel Medero-(609) 299-2100

SCAP
429 Lewis St.
Somerset, N.J.
Dir. Maria Ramirez

Hudson County League of Spanish
Voters
6213 Polk St.
West New York, N.J.
Dir. Joseph Rivera

Freeholder Fernando Colon
City Hall
280 Grove St.
Jersey City, N.J.

N.E.D.A.
1180 Raymond Blvd.
Suite 1220
Newark, N.J.

National Conf. of Christians
and Jews
790 Broad St.
Newark, N.J.
Dir. Mack Marrero

Puertorriqueños por el
Desarrollo de los Niños
135 Market St.
Passaic, N.J.

Ramon E. Betances
Pre-School
9 Lincoln Park
Newark, N.J.

P.R. Veterans Association
27 Halsey St.
Newark, N.J.
Dir. William M. Cancel
201-643-6952

SOURCES OF INDIAN PERSONNEL

The following is a list of Colleges and Universities with Indian Enrollment among their 1970 graduation class. In presenting this for use, it is recognized that the number of graduates varies with each class.

COLLEGES AND UNIVERSITIES WITH INDIAN ENROLLMENT

ARIZONA

University of Arizona E30 S30
Contact placement office: Frank Day, Alumni Building, 602-884-1231, Tuscon, Arizona 85721, Tuscon International Airport 12 miles.

CALIFORNIA

University of California at Berkeley
Contact placement office: Glen Grant, Berkeley, California 74720. Oakland Airport distance 15 miles.

Fresno State College E2 S2
Contact placement office: Dr. Harold D. Jones, Maple & Shaw Avenue, Fresno California 93726, 487-2381, Fresno Air Terminal 3½ miles

CONNECTICUT

Southern Connecticut State College E2 S1
Contact placement office: Mr. Haddon Libby, 501 Crescent Street, 387-6661 Ext 254,392, New Haven Connecticut 06515. Tweed New Haven Airport 5 miles

Eastern Connecticut State College E1
Contact placement office: Edward Schoenbach, Willimantic, Connecticut 06226. Bradley International Airport 42 miles.

IDAHO

Boise
Boise State College S1
Contact placement office: Pauline Hinman, 1907 Campus Drive, 208-385-1349, Boise Idaho 83707. Boise Municipal Airport 4 miles.

Lewis Clark Norman E4 S2
Contact placement office: Eugene McHugh, 746-2341 Ext.239, Lewiston, Idaho 83501 Lewiston Airport 2 miles.

ILLINOIS

Roosevelt University S5
Contact placement office: Arthur Eckberg, 430 South Michigan, 922-3580 Ext. 332, Chicago, Illinois 60605, O'Hare International Airport 35 miles

Illinois State University E10 S5
Contact placement office: Parker Lawlis, 309-438-2237, Normal, Illinois 61761. Bloomington Airport 3 miles

KENTUCKY

Morehead State University E10 S10
Contact placement office: Monroe Wicker, 784-4181 Ext. 224, Morehead Kentucky 40351, Rowan County Airport 8 miles

Number indicates 1970 Graduates in Education,
(E) elementary (S) secondary.

Alice Lloyd College S3
Contact placement office: Tom Noe
606-785-5191, Pippa Passes,
Kentucky 41844. Huntington,
W. Va. Airport 110 miles.

MICHIGAN

Wayne State University 89ES
Contact Placement office: Dr.
Chester A. McCormick, Kirby and
Ferry, 577-1638, Detroit, Mich-
igan 48202. Metropolitan Airport
25 miles.

MINNESOTA

Bemidji State College E1 S3
Contact placement office: Dr.
John C. Brady, 218-755-2038
Bemidji, Minnesota 56601

MISSISSIPPI

Delta State College E1
Contact placement office: Dr. Mac
G. McRaney, 843-2737, Cleveland,
Mississippi 38732. Greenville
Airport 35 miles

University of Southern Mississippi E2
Contact placement office: Colon
A. Bozeman, Hardy Street, 266-7124
Hattiesburg, Mississippi 39401.
Hattiesburg Municipal Airport 5 miles

Mississippi State University E21 S1
Contact placement office: Robert
Leshe, Drawert, 601-325-3344,
State College, Mississippi 39762
Columbus Airport 30 miles.

MONTANA

Montana State University S1
Contact placement office: John W.
Breedon, Room 424-Reed Hall, 587-
3121 Ext 239, Bozeman, Montana
59715. Gallatin Airfield 9 miles.

Northern Montana College E20 S10
Contact placement office: William
O'Connor, 265-7821 Ext 23, Havre
Airport 5 miles

Carrol College E1 S1
Contact placement office: V. J.
Beneventi, (406)
442-3450 Ext 238, Helena, Montana
59601. Helena Airport 1 mile.

NEBRASKA

Chadron State College E4 S8
Contact placement office: Dr. Bruce
Bartels, 10th & Main, 432-5571,
Chadron Nebraska 69337. Chadron
Municipal Airport 5 miles.

Nebraska Wesleyan University
E1 S2
Contact placement office: Dr.
Milton D. Evans, 50th & St. Paul,
466-2371 Ext 23, Lincoln, Nebraska
68504. Lincoln Municipal Airport
5 miles.

Wayne State College S6
Contact placement office: Loren
F. Kamish, 401-375-3200 Ext. 76
Wayne, Nebraska 68787. Wayne
Municipal Airport 2 miles.

NEW MEXICO

Eastern New Mexico University E3 S3
Contact placement office: William A
Hoy, Jr., (505) 562-2212. Portales,
New Mexico 88130. Clovis Municipal
Airport 26 miles

NEW YORK

State University College of
Brockport E1-2 S1-2
Contact placement office: Charles H.
Lang, (716) 395-2500, Brockport,
New York 14420. Rochester
Airport 25 miles.

Number indicates 1970 Graduates in education,
(E) elementary (S) secondary

State University College at Buffalo
E400 S200

Contact placement office: Mrs.
Norman F. Truesdale, 1300 Elmwood
Avenue, (716)862-5811, Buffalo,
New York 14222. Greater Buffalo
International Airport 7 miles.

NORTH CAROLINA

Appalachian State University
E2 S2

Contact placement office: Dr. Robert
L. RANDall, (704) 264-8871 Ext. 230
Boone, North Carolina 28607.
Charlotte Airport 100 miles.

Winston-Salem State University
E100 S60
Contact placement office: Hamlet
E. Goore, 725-3563 Ext 31, Winston-
Salem, North Carolina 27102. Smith
Reynolds Airport 4 miles.

NORTH DAKOTA

Dickinson State College S2-3
Contact placement office: LaVern
Jessen, 277-2334, Dickinson,
North Dakota 58601. Bismarck Air-
port 100 miles.

Mayville State College E2 S4
Contact placement office: Dr. G.C.
Ieno, 786-2547, Mayville, N.
Dakota 58257, Mayville Airport 2
miles.

OKLAHOMA

Betheny Nazerene College E2 S1
Contact placement office: Dr.
Elbert Overholt, 6729 N.W. 39th
(405) 789-7645, Betheny, Okla-
homa, Will Rogers Airport 6 miles

University of Oklahoma E12 S15
Contact placement office : Robert
G. Summers (405)325-6111, Norman,
Oklahoma 73069 Will Rogers Field
Oklahoma City 18 miles.

Northeastern State College E30 S20
Contact placement office Dr. Jack
Kisner, (918) 456-5511, Tahlequah,
Oklahoma 74464, Tulsa Airport 70 miles

OREGON

University of Oregon E1 S2
Contact placement office: Miss
Norma Kruger, 342-1411 Ext. 1051
Eugene, Oregon 97403 Mahlon
Sweet Airport 1 mile.

Eastern Oregon College S1
Contact placement office: Dr.
Floyd Hill, 8th & K, 963-2171 .
LaGrande, Oregon 97850. Pendleton
Airport 50 miles.

PENNSYLVANIA

Edinboro State College E7 S4
Contact placement office: A.
A. Huntley, (814) 734-1671
Edinboro, Pennsylvania 16412
Erie Airport 17 miles.

SOUTH DAKOTA

Dakota State College S1
Contact placement office: Milo
E. Natwick, 256-3551 Ext.208,
Madison, South Dakota 57042.
Sioux Falls Airport 50 miles.

Black Hills State College E1 S1
Contact placement Office: Tony
P. Schavane, Woodburn Hall, (605)
642-6277, Spearfish, South Dakota
57783. Rapid City Airport 45 miles.

Southern State College E2 S2
Contact placement office: Lee De
Boer, Box 305, (605)369-2975,
Springfield, So. Dakota 57062.
Yankton Airport 30 miles.

TENNESSEE

Austin Peay State University S2
Contact placement office: Mrs.
Wonda S. Pinckley, College Street
(615) 647-0242, Clarksville,
Tennessee 37040. Nashville Airport
50 miles

TEXAS

Stephen F. Austin State University E1
Contact placement office: C.R. Voigtel, North Street, (713) 569-2403 Nacogdoches, Texas 75961. Angelina County Airport 25 miles.

Baylor University E1 S2
Contact placement office: Arch W. Hunt, P. O. Box 6237, 755-2611, Waco, Texas 76706. Waco Municipal Airport 8 miles.

UTAH

Weber State College E6 S2
Contact placement office: Mr. Hugh R. Jacobs, 399-5941 Ext 334. Ogden, Utah 84403. Salt Lake City Airport 30 miles

VIRGINIA

University of Richmond
Contact placement office: Dr. Edward F. Overton, Richmond, Virginia 23173. Byrd Field 15-20 miles.

WEST VIRGINIA

W. Va. Shepherd College E50 S100
Contact placement office: Dr. A. Gordon Slonaker, (304) 876-2511, Shepherstown, W. Va. 25443. Dulles International Airport 50 miles.

WISCONSIN

Wisconsin State University E1
Contact placement office: Mrs. Eila Butterworth, P-ne Street, (608) 342-1268, Platteville, Wisconsin 53818 Duquque Airport 30 miles

Wisconsin State University E1 S1
Contact placement office: Karl T. A. Moravek, (715) 392-8101 Ext. 268, Superior, Wisconsin 54880. Duluth Airport 15 miles

LaCrosse State University E2 S3
Contact placement office: V. L. Avallone, Asst. 785-1800 Ext 398 LaCrosse, Wisconsin 54601. LaCrosse Municipal Airport 5 miles.

WYOMING

University of Wyoming E2
Contact placement office: Frank G. Kraus, (307) 76602230, Laramie, Wyoming 82070. Brees Field 5 miles.

Number indicates 1970 graduates in education
(E) elementary (S) secondary

The following lists contain suggested Indian persons organizations and newspapers to be approached for recruiting teachers, counselors, and administrative personnel.

NATIONAL

LEE ANTELL, Associate Director
Minnesota Indian Library Institute
11 S.E. Oak Street, Mid-Continent Building
University of Minnesota
Minneapolis, Minnesota 55414

WILL ANTELL
Director of Indian Education
Centennial Building
St. Paul, Minnesota 55101

JERRY BUCKANAGA
Principal
Ponsford, Minnesota 56575

JOHN BUCKANAGA
Indian Community Action Project
Bemidji State College
Bemidji, Minnesota 56601

GENE ECKSTEIN, Director
Indian Upward Bound
Phillips Junior High School
2218 13 Avenue South
Minneapolis, Minnesota 55404

FOGER JOURDAINE, Chairman
Red Lake Tribal Council
Red Lake, Minnesota 56671

TED D. MAHTO
Assistant Director of Urban Affairs
807 N. E. Broadway
Minneapolis, Minnesota 55413

LARRY MARTIN, PROGRAM DIRECTOR
Upper Midwest American Indian Center
2533 Nicollet Avenue South
Minneapolis, Minnesota 55404

P. DILLON PEATERO, Chairman
Dine Incorporated
Director, Rough Rock Demonstration School
Chinle, Arizona 86503

NED HATATHLI, President
Navaho Community College
Many Farms Rural Post Office
Chinle, Arizona 86503

DR WILLIAM BENHAM
Assistant Area Director (Education)
Navaho Area Office
Window Rock, Arizona 86515

ABC (American Before Columbus)
National Indian Youth Council
Box 3175
East Colfax Station
Denver, Colorado 80218

DAVID RISLING, JR., President
California Indian Education Association, Inc.
1349 Crawford Road
Medesto, California 92501

ADAM NORDWALL
15105 Thoits Street
San Leandro, California 94579

FRANK DUCHENEAUX, JR.
Congressional Relations Specialist
1951 Constitution Avenue N.W.
Washington, D.C. 20242

BERT CORCORAN
Administrative Officer
Federal Projects
Box 791
Havre, Montana 59501

WILLARD A. SCOTT
Director of Indian Education
3220 Siringo Road
Santa Fe, New Mexico 87501

INDIAN AFFAIRS
Association of American Indian Affairs, Inc.
432 Park Avenue South
New York, New York 10016

HERSCHEL SAHMAUNT
Box 1
Elgin Oklahoma 73538

MRS. LOTSEE SMITH
1523 Winsor Way
Norman, Oklahoma 73069

INDIAN TRUTH
Indian Rights Association, Inc.
1505 Race Street
Philadelphia, Pennsylvania

BROTHER RED OWL, O.S.B.
Associate Director
American Indian Culture Research Center
Marvin, South Dakota 57251

RONALD ROSS
Teacher Corps
319 Missouri Drive
P. O. Box 716
Pickstown, South Dakota 53767

DR. JOHN F. BRYDE
Director of Indian Psychology
University of South Dakota
Vermillion, South Dakota 57069

DANNY HONAHNI, Director
Project Necessities
Curriculum Development
Box 575
Brigham City, Utah 84302

RICHARD E. TIMM, Director
Indian Counselor Aide Program
406 East Front Street
Port Angeles, Washington 98362

ROBERT POWLESS
Director, PRIDE
240 Main Building
Wisconsin State University
Stevens Point, Wisconsin 54481